

Minutes of the Mundford Parish Council Meeting 5th January 2023 at Mundford Cricket Club

Those Present: Cllrs J Musgrove (Chairman), C Pryke (Vice- chair), N Enderby, S Morris, S Eyres and S Booth and 2 members of the public.

1. Chairman's opening remarks.

The Chairman welcomed everyone to the January meeting and wished them all a happy new year. He stated that he had presented the Pride in Mundford Award to Joan Griggs at the Christingle service at the church on Christmas Eve, in recognition of her playing the church organ for 50 years. She was very pleased to accept the award. He told the Councillors that two dozen baubles had been pulled from the Christmas trees and broken and that a vehicle had hit another bollard on the Village Green, causing it to lean.

2. Apologies of Absence

Cllr Goodrham. District Cllr Nairn and County Cllr Eagle. Accepted.

3. Acceptance and signing of previous minutes

Proposed by Cllr Booth, seconded by Cllr Pryke and approved by all present with a show of hands. The minutes were signed by the Chairman as a true record of the meeting held on December 1st 2022.

4. Declarations of Interest-

Cllrs Musgrove and Morris for 9.1 payments and Cllr Morris for 7.3 Allotments.

5. Public Participation

None

6. Reports

6.1 District Cllr Mike Nairn

None

6.2 County Cllr Fabian Eagle

None

7. Matters arising

7.1 Outstanding Highway Matters

- The Clerk has again requested that the white lines be re-painted- still awaiting a response. Clerk to chase this up, also to ask if the roundels can be re-painted too.

7.2 Footpaths and Verges

- The Clerk reported the crumbling edges of the footpath on the bridge by the turning to Lynford hall- this has been assessed and work will apparently be done to fix the issue.
- Letter sent to 4 Swaffham Road about their hedge- no response yet. Clerk to contact them again a week before the next meeting if no response by then.
- Clerk to contact Highways about the poor repair of the footpath by the new dropped crossing at Malsters Close.

7.3 Allotments

- It was decided that Cllr Eyres would contact Anglian Tree Solutions to ask them to come out and look at the trees.
- Clerk to contact the allotment holder who has asked to reduce the size of their allotment and the allotment holders that have moved, to see if they are ready to surrender any parts of their allotment yet. This is in preparation for splitting allotments.

7.4 Allotment Hut

- Cllrs Musgrove and Morris to set a date for mending the roof.
- Cllr Musgrove checked that there were no burst pipes after the recent very cold weather.

7.5 Handyman/Gardener

- Bruce has worked 3.5 hours this month, removing ivy from the trees near the turning to Crown Road.

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7.6 Village bins

- Permission granted for the dog waste bin at London Lane. Bruce will install this and The Crown have given permission for him to trim their conifer hedge at the site for access to the bin.

7.7 Christmas Lights Switch On

- The Crown received £255.92 in donations for Bone Cancer research, The Mundford Fish Bar received £55 for MIND, Crown Hairdressing received £143.63 for My WiSH, Yallops received £27.20 for Parkinson's research and St Leonards Court received £190 for their resident's fund.
For next year:
- Liaise with Yallops over serving and collecting donations for food.
- Liaise with the choir regarding using the printed carol sheet as a guide for their performance.
- Plans were made to remove the trees etc.

7.8 Budget

- It was proposed to approve the budget by Cllr Musgrove, seconded by Cllr Booth and approved by all present with a show of hands.

7.9 Future Projects

- Village sign- this will be cleaned in the spring and the wooden column will be treated.
- Village Green bollards and chains- to be added to a future agenda.
- Church Fence- Cllr Eyres to source quotes.
- Planters and tubs- was discussed in item 7.11
- 2 new signs were donated for the memorial trees, Cllr Musgrove will make supports for the plaques. A 3rd sign needed for the oak tree on the Village Green (Queen's Diamond Jubilee)

7.10 Pride in Mundford Award

- Cllr Musgrove described this in opening remarks. A photo to be added to the Mundford Messenger article.

7.11 Donation

- Mr Terence Ivan Alderton has left the Parish Council £2000 in his will "with the wish that it is used for the Gardens"
- It was decided to use this money for new tubs/planters, and plaques dedicating them in his memory. Clerk to research.

8. Correspondence

- The Clerk has submitted form B for the increase in the precept.
- There is a problem with the defib cabinet, the heating plate is not working. This model is no longer manufactured and spare parts are very limited. WEL Medical suggest that we upgrade to the Defib safe 2 cabinet and will offer us a discount as we have purchased from them in the past. The cost would be £395+VAT instead of £495+VAT. It was agreed to order a new cabinet. Proposed by Cllr Musgrove, seconded by Cllr Morris and approved by all present with a show of hands. Clerk to order this.
- The litter picking session was called off due to the adverse weather conditions. 10 litter pickers and the Clerk attended Browns for a thank you coffee/tea.
- Invoice for £144 received from Voluntary Norfolk for DBS checking service for CCS.
- The Clerk contacted H Brett and Son for an update, they are still waiting for advice on the work.
- Update on 16 The Brecklands from BDC "The Environmental Protection team are considering their options after the owner did not carry out works in the time scales as required by a statutory notice served on them."
- Update on the proposed works by UK Power Network "After speaking with the local surveyor, he doesn't believe it would cause any visibility issues for passing traffic."
- The electrical items belonging to the Parish Council were PAT tested.
- The Land Registry search results showed that Forestry England own the land between the A1065 and The Brecklands, The Clerk is going to meet a representative of theirs at the site on January 10th – Clerk to chase Highways about the ducts on that land.
- The Clerk will be completing a free risk assessment course and a rescheduled GDPR course this month.
- The 3rd Quarter VAT claim has been submitted (£909.58)
- No response from Liz Truss.

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9. FINANCE

9.1 Payments and Cheques for the December invoices.

- Proposed by Cllr Enderby, seconded by Cllr Pryke and approved by all present with a show of hands.
- The bank reconciliation was signed by Cllr Eyres.

December payments to be approved on 5th January 2023			
Direct Debits			
OPUS	Office electrics	£	49.44
OPUS	Allotment Hut electrics	£	12.78
N- Power	Street lighting (out of contract)	£	376.62
BT	Office phone and broadband	£	52.66
BT	Sim only	£	9.73
Everflow	Office water	£	10.85
		TOTAL	£ 512.08

Other		Payment Type	
L.Morris	Frame for Pride Certificate	Petty Cash	£ 4.99
Village Hair	Voucher for Pride Award	Petty Cash	£ 50.00
J. Musgrove	Mulled wine, compost and baubles	BACS	£ 32.49
Westcotec	Streetlight maintenance	BACS	£ 59.23
Voluntary Norfolk	DBS check fees for CCS	BACS	£ 144.00
J.Musgrove	Browns - drinks for litter pickers	BACS	£ 40.80
CC Electrical & Renewables Ltd	PAT testing	BACS	£ 60.00
S.Morris	2 tubes for office lights	BACS	£ 9.96
A.Shepherd	CCS Monthly Report	BACS	£ 300.00
B. McIsaac	Wages and expenses	BACS	£ 45.18
L.Morris	Wages	BACS	£ 836.22
Cloudy Group	Cloud storage	BACS	£ 9.60
HMRC	Money owed	BACS	£ 120.27
Mind	Donations collected at Christmas Event	BACS	£ 55.00
		TOTAL	£ 1,767.74
		TOTAL money out	£ 2,279.82
Money in			
Petty Cash	Donations from Cake stall	Petty Cash	£ 50.00
Savings Account	Bank Interest	BACS	£ 14.44

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Bank Reconciliation at 01/01/2023

Cash in Hand 01/04/2022 37,517.09

ADD

Receipts 01/04/2022 - 01/01/2023 37,931.53

75,448.62

SUBTRACT

Payments 01/04/2022 - 01/01/2023 29,008.74

Cash in Hand 01/01/2023 **46,439.88**
(per Cash Book)

Cash in hand per Bank Statements

Petty Cash 01/01/2023 27.05

Savings Account 01/01/2023 25,909.19

Community Account 01/01/2023 20,566.03

46,502.27

Less unrepresented payments 62.39

46,439.88

Plus unrepresented receipts

Adjusted Bank Balance **46,439.88**

A = B Checks out OK

Ring fenced monies; Chilzone £1592.96 and Outdoor Sport and Play £996.50

10. Planning Applications

- Norfolk Planning have requested the Diocese move the proposed new school building 7 metres back from the road and provide additional tree protection. Breckland Planning have confirmed the missing environmental items from the original planning application for Jenson Close. These will be reinstated (bat and bird boxes and hedgehog runs).

Reference no:	Description:	Date:	Address:	Outcome/Update
3CM/2022/0020/CM	Part- retrospective for the installation of a Modular 7 Bay Portakabin Classbase (for a temporary period) to be used for Early Years Nursery and Reception with associated external works and below ground drainage with the retrospective installation	25/08/2022	Mundford CE Primary Academy, St Leonards Street.	Undecided

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	of below ground services and floor slab (NCC ref-FUL/2022/0029)			
3PL/2022/1021/0	Subdivision of plot and erection of 4-bedroom detached chalet style bungalow, with separate entrance and contained garden.	13/09/2022	6 Swaffham Road Mundford	Undecided
3PL/2022/1021/0	Subdivision of plot and erection of 4-bedroom detached chalet style bungalow with separate entrance and contained garden.	13/09/22	6 Swaffham Rd Mundford	Undecided

11. Street Lighting

- The invoice from N-Power is lower this month, due to us receiving “Electricity Energy Bill Relief”
- A resident has enquired about the dark area near the Cricket Club gates- Cllrs to look at the issue and discuss at the next meeting.
- To discuss the possibility of switching off some lights at night- an article to be added to the messenger for opinions of residents to be sought.
- A streetlight in the grounds of the church has been reported and will be checked soon., Clerk to contact Westcotec to chase this up.

12. Member’s matters

- The coronation in May – this to be added to the next agenda.

13. Next Meeting

February 2nd at Mundford Cricket Club.

The meeting ended at 8.40 pm.